

**2009-2010 School Year Reporting Requirements
APSCN Special Education Module - School Age and Early Childhood**

APSCN Module	Best time to enter data In APSCN	Deadline(s) for data entry*	Review and update in My Sped Resource*	Cycle in which data are collected
Employee and Program Approval	At the beginning of the school year and update for October 1 and for Dec. 1.	October 15, 2009 (Based on October 1 personnel)	Cycle 2 Not Reviewed in MySped Resources	Cycle 2
		December 15, 2009 (Based on December 1 personnel)	January 4 th -18 th , 2010	Cycle 4
School Age	When a special education student transfers into your school or when a referred student is placed in special education.	December 15, 2009 (December 1 child count)	January 4 th - 18 th , 2010	Cycle 4
		June 15, 2010 (School age Exits, Referral Tracking, Secondary Transition, and Discipline)	September 1 st - 30 th , 2010	Cycle 7
Referral Tracking	When your school receives a referral for special education services <i>and</i> when the due process is complete.	June 15, 2010 (Fiscal year: July 1 through June 30)	September 1 st - 30 th , 2010	Cycle 7
Early Intervening (School Age only)	As students are placed in and exiting early intervening services.	June 15, 2010 (Fiscal year: July 1 through June 30)	September 1 st - 30 th , 2010	Cycle 7
Early Childhood	When a special education student transfers into your program or when a referred student is placed in special education.	December 15, 2009 (December 1 child count)	January 4 th - 18 th , 2010	Cycle 4
		June 15, 2010 (Referral Tracking, EC Exits, Kindergarten Conferences, EC Outcomes)	September 1 st - 30 th , 2010	Cycle 7

* Deadlines are subject to each district's submission. Special Education data must be submitted prior to the district submission.